

SOLICITATION/CONTRACT		1. THIS CONTRACT IS A RATED ORDER UNDER DPAS (15 CRF 350)		RATING	PAGE 1 OF 3 PAGES
BIDDER/OFFEROR TO COMPLETE BLOCKS 11, 13, 15, 21, 22, & 27					
2. CONTRACT NO.	3. AWARD/EFFECTIVE DATE	4. SOLICITATION NUMBER DTRS57-03-Q-80128	5. SOLICITATION TYPE <input type="checkbox"/> SEALED BID (IFB) <input type="checkbox"/> NEGOTIATED BID (RFP)		6. SOLICITATION ISSUE DATE 07/18/2003
7. ISSUED BY U.S. DOT/RSPA/Volpe Center 55 Broadway Cambridge MA 02142		8. THIS ACQUISITION IS <input checked="" type="checkbox"/> UNRESTRICTED <input type="checkbox"/> SET ASIDE <input type="checkbox"/> SMALL BUSINESS SIC: 323119 SIZE STANDARD: 500		<input type="checkbox"/> LABOR SURPLUS AREA CONCERNS <input type="checkbox"/> COMBINED SMALL BUSINESS AND LABOR SURPLUS AREA CONCERNS <input type="checkbox"/> OTHER	
CODE DTS-852		NO COLLECT CALLS			
9. (AGENCY USE)					

10. ITEMS TO BE PURCHASED (BRIEF DESCRIPTION) <input type="checkbox"/> SUPPLIES <input type="checkbox"/> SERVICES		11. IF OFFER IS ACCEPTED BY THE GOVERNMENT WITHIN _____ CALENDAR DAYS (60 CALENDAR DAYS UNLESS OFFEROR INSERTS A DIFFERENT PERIOD) FROM THE DATE SET FORTH IN BLK 9 ABOVE, THE CONTRACTOR AGREES TO HOLD ITS OFFERED PRICES FIRM FOR THE ITEMS SOLICITED HEREIN AND TO ACCEPT ANY RESULTING CONTRACT SUBJECT TO THE TERMS AND CONDITIONS STATED HEREIN.		12. ADMINISTERED BY U.S. DOT/RSPA/Volpe Center 55 Broadway Cambridge MA 02142	
13. CONTRACTOR/ OFFEROR		14. PAYMENT WILL BE MADE BY		15. PROMPT PAY DISCOUNT	
CODE		FACILITY CODE		SUBMIT INVOICES TO ADDRESS SHOWN IN BLOCK:	
				16. AUTHORITY FOR USING OTHER THAN FULL AND OPEN COMPETITION <input type="checkbox"/> 10 U.S.C. 2304 (C) () <input type="checkbox"/> 41 U.S.C. 253 (C) ()	

17. ITEM NO.	18. SCHEDULE OF SUPPLIES/SERVICES	19. QUANTITY	20. UNIT	21. UNIT PRICE	22. AMOUNT
	FOB: Destination Period of Performance: 08/01/2003 to 10/31/2004 Delivery Location Code: SAP U.S. DOT/RSPA/Volpe Center 125 Munroe Street Receiving Dock Cambridge MA 02142 Continued ...				

23. ACCOUNTING AND APPROPRIATION DATA	24. TOTAL AWARD AMOUNT (FOR GOVT USE ONLY)
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25. CONTRACTOR IS REQUIRED TO SIGN THIS DOCUMENT AND RETURN COPIES TO ISSUING OFFICE. CONTRACTOR AGREES TO FURNISH AND DELIVER <input type="checkbox"/> ALL ITEMS SET FORTH OR OTHERWISE IDENTIFIED ABOVE AND ON ANY CONTINUATION SHEETS SUBJECT TO THE TERMS AND CONDITIONS SPECIFIED HEREIN.	26. AWARD OF CONTRACT: YOUR OFFER ON SOLICITATION NUMBER SHOWN IN BLOCK 4, INCLUDING ANY ADDITIONS OR <input type="checkbox"/> CHANGES WHICH ARE SET FORTH HEREIN, IS ACCEPTED AS TO ITEMS:
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27. SIGNATURE OF OFFEROR/CONTRACTOR		28. UNITED STATES OF AMERICA (SIGNATURE OF CONTRACTING OFFICER)	
NAME AND TITLE OF SIGNER (TYPE OR PRINT)	DATE SIGNED	NAME OF CONTRACTING OFFICER (TYPE OR PRINT)	DATE SIGNED
		Karen M. Marino	

NO RESPONSE FOR REASONS CHECKED			
<input type="checkbox"/>	CANNOT COMPLY WITH SPECIFICATIONS		<input type="checkbox"/> CANNOT MEET DELIVERY REQUIREMENT
<input type="checkbox"/>	UNABLE TO IDENTIFY THE ITEM(S)		<input type="checkbox"/> DO NOT REGULARLY MANUFACTURE OR SELL THE TYPE OF ITEMS INVOLVED
<input type="checkbox"/>	OTHER (Specify)		
<input type="checkbox"/>	WE DO	<input type="checkbox"/>	WE DO NOT, DESIRE TO BE RETAINED ON THE MAILING LIST FOR FUTURE PROCUREMENTS OF THE TYPE OF ITEM(S) INVOLVED.
NAME AND ADDRESS OF FIRM (Include ZIP Code)			SIGNATURE
			TYPE OR PRINT NAME AND TITLE OF SIGNER
<div>FROM:</div> <div>TO: DTS-852 U.S. DOT/RSPA/Volpe Center 55 Broadway Cambridge MA 02142</div> <div>SOLICITATION NO. <u>DTRS57-03-Q-80128</u></div> <div>DATE AND LOCAL TIME _____</div>			
AFFIX STAMP HERE			

CONTINUATION SHEET

REFERENCE NO. OF DOCUMENT BEING CONTINUED

DTRS57-03-Q-80128

PAGE

OF

3

3

NAME OF OFFEROR OR CONTRACTOR

(A) ITEM NO.	(B) SUPPLIES/SERVICES	(C) QUANTITY	(D) UNIT	(E) UNIT PRICE	(F) AMOUNT
0001	<p>Data Process, print and mail HAZMAT Registration Certificates</p> <p>Please reference and quote on the task outlined in the attached Statement of Work. Provide your Tax ID Number, DUNS Number, and a completed copy of Attachment 3 with your quote.</p> <p>Attachments:</p> <ol style="list-style-type: none">1) Terms and Conditions2) Small Business Programs Representations3) Statement of Work	1.00	EA		

REQUEST FOR QUOTE TERMS AND CONDITIONS

Purchase Order No. DTRS57-03-Q-80128

Attachment No. 1

52.252-2 CLAUSES INCORPORATED BY REFERENCE (FEB 1998) - This RFQ incorporates the following clauses by reference with the same force and effect as is they were given in full text. Upon request the Contract Officer will make their full text available. Also, the full text of a clause may be accessed electronically at the following address:

<http://farsite.hill.af.mil/vffar.htm>

I. Federal Acquisition Regulation (FAR Clauses incorporated by reference)

52.203-3	Gratuities	APR 1984
52.222-3	Convict Labor	AUG 1996
52.225-13	Restrictions on Certain Foreign Purchases	JUL 2000
52.232-1	Payments	APR 1994
52.232-8	Discounts for Prompt Payment	MAY 1997
52.232-11	Extras	APR 1984
52.232-25	Prompt Payment	JUN 1997
52.232-34	Payment by Electronic Funds Transfer – Other than Central Contractor Registration (b) Date for Submission of EFT Information:	MAY 1999
<hr/>		
52.233-1	Disputes	DEC 1998
52.233-3	Protest After Award	AUG 1996
52.242-15	Stop Work Order	AUG 1989
52.243-3	Changes – Fixed Price	AUG 1987
52.244-6	Subcontracts for Commercial Items and Commercial Components	MAR 2001
52.253-1	Computer Generated Forms	JAN 1991

The following clauses marked with an “X” also apply to this solicitation/contract:

OPTIONS

<input type="checkbox"/>	FAR 52.217-3	Evaluation Exclusive of Options	APR 1984
<input type="checkbox"/>	FAR 52.217-4	Evaluation of Options Exercised at Time of Contract Award	JUN 1988
<input type="checkbox"/>	FAR 52.217-5	Evaluation of Options	JUL 1990
<input type="checkbox"/>	FAR 52.217-6	Option for Increased Quantity	MAR 1989
<input type="checkbox"/>	FAR 52.217-8	Option for Extend Services	AUG 1989
<input type="checkbox"/>	FAR 52.217-9	Option for Extend the Term for the Contract	MAR 1989

SERVICES

REQUEST FOR QUOTE TERMS AND CONDITIONS

Purchase Order No. DTRS57-03-Q-80128

Attachment No. 1

<input type="checkbox"/>	FAR 52.222-41	Service Contract Act of 1965, as Amended	MAY 1989
<input checked="" type="checkbox"/>	FAR 52.222-42	Statement of Equivalent Rates for Federal Hires (over \$2,500)	MAY 1989
<input checked="" type="checkbox"/>	FAR 52.222-47	SCA Minimum Wages and Fringe Benefits Applicable to Successor Contract Pursuant to Predecessor Contractor Collective Bargaining Agreements (CBA)	MAY 1989
<input type="checkbox"/>	FAR 52.222-48	Exemption from Application of Service Contract Act Provisions for Contracts for Maintenance, Calibration, and/or Repair of Certain Information Technology, Scientific and Medical and/or Office and Business Equipment – Contractor Certification	AUG 1996
<input checked="" type="checkbox"/>	FAR 52.249-1	Termination for Convenience of the Government (Fixed-Price) (Short Form)	APR 1984

SUPPLIES

<input type="checkbox"/>	FAR 52.211-16	Variation in Quantity _____ % Increase, _____ % Decrease	APR 1984
<input checked="" type="checkbox"/>	FAR 52.225-1	Buy American Act – Balance of Payments Program – Supplies (over \$2,500)	FEB 2000
<input checked="" type="checkbox"/>	FAR 52.225-3	Buy American Act-Supplies	JAN 1994
<input checked="" type="checkbox"/>	FAR 52.246-16	Responsibility for Supplies	APR 1984
<input checked="" type="checkbox"/>	FAR 52.249-1	Termination for Convenience of the Government (Fixed-Price) (Short Form)	APR 1984

OTHER CLAUSES

<input checked="" type="checkbox"/>	FAR 52.204-3	Taxpayer Identification TIN: _____ (Offeror Provides)	OCT 1998
<input type="checkbox"/>	FAR 52.204-4	Printing/Copying Double Sided on Recycle Paper	JUN 1996
<input type="checkbox"/>	FAR 52.207-4	Economic Purchase Quantity—Supplies	AUG 1987
<input type="checkbox"/>	FAR 52.207-5	Option to Purchase Equipment	FEB 1995
<input type="checkbox"/>	FAR 52.208-4	Vehicle Lease Payments	APR 1984
<input type="checkbox"/>	FAR 52.208-5	Condition of Leased Vehicles	APR 1984
<input type="checkbox"/>	FAR 52.208-6	Marking of Leased Vehicles	APR 1984
<input type="checkbox"/>	FAR 52.208-7	Tagging of Leased Vehicles	MAY 1986
<input type="checkbox"/>	FAR 52.213-1	Fast Payment Procedure	FEB 1998
<input checked="" type="checkbox"/>	FAR 52.213-2	Invoices	AUG 1984

REQUEST FOR QUOTE TERMS AND CONDITIONS

Purchase Order No. DTRS57-03-Q-80128

Attachment No. 1

<input type="checkbox"/>	FAR 52.213-3	Notice to Supplier	APR 1984
<input type="checkbox"/>	FAR 52.219-11	Special 8(a) Contract Conditions	FEB 1990
<input type="checkbox"/>	FAR 52.219-14	Limitations on Subcontracting	DEC 1996
<input type="checkbox"/>	FAR 52.219-17	Section 8(a) Award	DEC 1996
<input checked="" type="checkbox"/>	FAR 52.222-19	Child Labor – Cooperation with Authorities and Remedies (over \$2,500)	FEB 2001
<input checked="" type="checkbox"/>	FAR 52.222-20	Walsh-Healey Public Contracts Act (over \$10,000)	DEC 1996
<input checked="" type="checkbox"/>	FAR 52.222-21	Prohibition of Segregated Facilities (over \$10,000)	FEB 1999
<input checked="" type="checkbox"/>	FAR 52.222-26	Equal Opportunity (over \$10,000)	FEB 1999
<input checked="" type="checkbox"/>	FAR 52.222-35	Affirmative Action for Disabled Veterans and Veterans of the Vietnam ERA (over \$10,000)	APR 1998
<input checked="" type="checkbox"/>	FAR 52.222-36	Affirmative Action for Workers with Disabilities	JUN 1998
<input checked="" type="checkbox"/>	FAR 52.222-37	Employment Reports on Special Disabled Veterans and Veterans of the Vietnam ERA (over \$10,000)	JAN 1999
<input checked="" type="checkbox"/>	FAR 52.223-5	Pollution Prevention and Right-to-Know Information	APR 1998
<input checked="" type="checkbox"/>	FAR 52.223-6	Drug Free Workplace	JAN 1997
<input type="checkbox"/>	FAR 52.232-16	Progress Payments	JUL 1991
<input type="checkbox"/>	FAR 52.232-18	Availability of Funds	APR 1984
<input type="checkbox"/>	FAR 52.245-2	Government Property (Fixed-Price Contracts)	DEC 1989
<input type="checkbox"/>	FAR 52.245-4	Government-Furnished Property (Short-Form)	APR 1984
<input type="checkbox"/>	FAR 52.246-1	Contractor Inspection Requirements	APR 1984
<input type="checkbox"/>	FAR 52.247-29	F.O.B. Origin	JUN 1988
<input checked="" type="checkbox"/>	FAR 52.247-34	F.O.B. Destination	NOV 1991
<input type="checkbox"/>	FAR 52.247-35	F.O.B. Destination Within Consignee's Premises	APR 1984
<input type="checkbox"/>	FAR 52.249-8	Default (Fixed-Price or Services)	APR 1984

Request for Quotation (RFQ) No. DTRS57-03-Q-80128

Attachment No. 2

52.219-1 Small Business Program Representations.

As prescribed in 19.307(a)(1), insert the following provision:

Small Business Program Representations (May 2001)

(a)(1) The North American Industry Classification System (NAICS) code for this acquisition is _____ *[insert NAICS code]*.

(2) The small business size standard is _____ *[insert size standard]*.

(3) The small business size standard for a concern which submits an offer in its own name, other than on a construction or service contract, but which proposes to furnish a product which it did not itself manufacture, is 500 employees.

(b) *Representations.* (1) The offeror represents as part of its offer that it _____ is, _____ is not a small business concern.

(2) *[Complete only if the offeror represented itself as a small business concern in paragraph (b)(1) of this provision.]* The offeror represents, for general statistical purposes, that it _____ is, _____ is not, a small disadvantaged business concern as defined in 13 CFR 124.1002.

(3) *[Complete only if the offeror represented itself as a small business concern in paragraph (b)(1) of this provision.]* The offeror represents as part of its offer that it _____ is, _____ is not a women-owned small business concern.

(4) *[Complete only if the offeror represented itself as a small business concern in paragraph (b)(1) of this provision.]* The offeror represents as part of its offer that it _____ is, _____ is not a veteran-owned small business concern.

(5) *[Complete only if the offeror represented itself as a veteran-owned small business concern in paragraph (b)(4) of this provision.]* The offeror represents as part of its offer that it _____ is, _____ is not a service-disabled veteran-owned small business concern.

(c) *Definitions.* As used in this provision--

"Service-disabled veteran-owned small business concern"--

(1) Means a small business concern--

(i) Not less than 51 percent of which is owned by one or more service-disabled veterans or, in the case of any publicly owned business, not less than 51 percent of the stock of which is owned by one or more service-disabled veterans; and

(ii) The management and daily business operations of which are controlled by one or more service-disabled veterans or, in the case of a veteran with permanent and severe disability, the spouse or permanent caregiver of such veteran.

(2) Service-disabled veteran means a veteran, as defined in 38 U.S.C. 101(2), with a disability that is service-connected, as defined in 38 U.S.C. 101(16).

"Small business concern" means a concern, including its affiliates, that is independently owned and operated, not dominant in the field of operation in which it is bidding on Government contracts, and qualified as a small business under the criteria in 13 CFR part 121 and the size standard in paragraph (a) of this provision.

"Veteran-owned small business concern" means a small business concern--

(1) Not less than 51 percent of which is owned by one or more veterans (as defined at 38 U.S.C. 101(2)) or, in the case of any publicly owned business, not less than 51 percent of the stock of which is owned by one or more veterans; and

(2) The management and daily business operations of which are controlled by one or more veterans.

"Women-owned small business concern" means a small business concern--

(1) That is at least 51 percent owned by one or more women; or, in the case of any publicly owned business, at least 51 percent of the stock of which is owned by one or more women; and

(2) Whose management and daily business operations are controlled by one or more women.

(d) *Notice.* (1) If this solicitation is for supplies and has been set aside, in whole or in part, for small business concerns, then the clause in this solicitation providing notice of the set-aside contains restrictions on the source of the end items to be furnished.

(2) Under 15 U.S.C. 645(d), any person who misrepresents a firm's status as a small, HUBZone small, small disadvantaged, or women-owned small business concern in order to obtain a contract to be awarded under the preference programs established pursuant to section 8(a), 8(d), 9, or 15 of the Small

Business Act or any other provision of Federal law that specifically references section 8(d) for a definition of program eligibility, shall--

- (i) Be punished by imposition of fine, imprisonment, or both;
- (ii) Be subject to administrative remedies, including suspension and debarment; and
- (iii) Be ineligible for participation in programs conducted under the authority of the Act.

(End of provision)

Alternate I (Oct 2000). As prescribed in 19.307(a)(2), add the following paragraph (b)(6) to the basic provision:

(6) *[Complete only if offeror represented itself as a small business concern in paragraph (b)(1) of this provision.]* The offeror represents, as part of its offer, that--

(i) It ____ is, ____ is not a HUBZone small business concern listed, on the date of this representation, on the List of Qualified HUBZone Small Business Concerns maintained by the Small Business Administration, and no material change in ownership and control, principal office of ownership, or HUBZone employee percentage has occurred since it was certified by the Small Business Administration in accordance with 13 CFR part 126; and

(ii) It ____ is, ____ is not a joint venture that complies with the requirements of 13 CFR part 126, and the representation in paragraph (b)(6)(i) of this provision is accurate for the HUBZone small business concern or concerns that are participating in the joint venture. *[The offeror shall enter the name or names of the HUBZone small business concern or concerns that are participating in the joint venture: _____.]* Each HUBZone small business concern participating in the joint venture shall submit a separate signed copy of the HUBZone representation.

Alternate II (Oct 2000). As prescribed in 19.307(a)(3), add the following paragraph (b)(7) to the basic provision:

(7) *[Complete if offeror represented itself as disadvantaged in paragraph (b)(2) of this provision.]* The offeror shall check the category in which its ownership falls:

_____ Black American.

_____ Hispanic American.

_____ Native American (American Indians, Eskimos, Aleuts, or Native Hawaiians).

_____ Asian-Pacific American (persons with origins from Burma, Thailand, Malaysia, Indonesia, Singapore, Brunei, Japan, China, Taiwan, Laos, Cambodia (Kampuchea), Vietnam, Korea, The Philippines, U.S. Trust Territory of the Pacific Islands (Republic of Palau), Republic of the Marshall Islands, Federated States of Micronesia, the Commonwealth of the Northern Mariana Islands, Guam, Samoa, Macao, Hong Kong, Fiji, Tonga, Kiribati, Tuvalu, or Nauru).

_____ Subcontinent Asian (Asian-Indian) American (persons with origins from India, Pakistan, Bangladesh, Sri Lanka, Bhutan, the Maldives Islands, or Nepal).

_____ Individual/concern, other than one of the preceding.

Request for Quotation (RFQ) No. DTRS57-03-Q-80128
Attachment No. 3

STATEMENT OF WORK/DESCRIPTION/SPECIFICATION/

HAZMAT Registration Information Program – Certificate Printing and Mailing Services

1. INTRODUCTION

This statement of work identifies the Volpe Center's requirements for data processing, laser printing and mailing paper certificates to support the Office of Hazardous Materials Safety (OHMS) Registration Program Office's Hazardous Materials (HAZMAT) Registration Program. Approximately 35,000 certificates are printed and mailed each year. The peak registration period is from mid-May through the beginning of September.

2. BACKGROUND

The OHMS HAZMAT Registration Program requires that each person that offers or transports any shipment of hazardous materials that requires placarding be registered with OHMS. Registration covers the period from July 1st through June 30th each year, and a registration period overlaps two calendar years (e.g., a one year registration for the upcoming registration period would cover registration from July 1, 2003 through June 30, 2004). Approximately 35,000 registrations are processed annually. All registrants receive a registration certificate indicating the period of registration.

A single page Registration Certificate is issued to all registrants. Registration Certificate printing and mailing is a contracted service. To generate the certificate, Volpe Center staff creates an electronic file containing data needed for certificate printing. The file is transmitted electronically to the Contractor. Data from the file is merged into a certificate template, and the certificate is generated on a laser printer. Certificates are then folded and mailed to the Registrant in windowed envelopes.

3. HAZMAT REGISTRATION INFORMATION PROGRAM CERTIFICATE PRINTING AND MAILING SERVICES

Certificate printing and mailing support is provided during the standard business workweek (Monday through Friday, excluding holidays). Data for certificates is transmitted to the Contractor in an electronic file. Generally, a file is transmitted only when there are 100 or more certificates for printing. Data from the file is merged into a certificate document template at the Contractor site. Certificates are laser-printed on standard letter sized, 20lb, 8 1/2" x 11" paper. The certificates are folded, and then mailed in number 10 windowed envelopes.

A sample of the data provided in the electronic file is presented in Section 4.1. A sample blank certificate template is presented in Section 4.2. A sample-completed certificate is presented in Section 4.3.

4.1. Electronic Data File Format

The electronic data is submitted to the Contractor as a flat data file. The layout of the file is:

Positions	Data Field Name
1 – 16	Registration Number
17 - 45	Certificate Holder Name
46 – 105	Company Name
106 – 135	Street Address
136 – 160	City
161 -162	US State/Canadian Province Code
163 - 172	US Zip Code (format xxxxx-xxxx)
173 - 187	Country (including non-USA zip code)
188 - 196	Certificate Expiration Date (format mm/dd/yy)
197 - 204	Certificate Registration Year (format yyyy-yyyy).

Sample data for the file is shown below. Note that both USA (domestic) and international addresses are included in the file, and both types of addresses must be printed by the Contractor.

Sample Electronic Data File

032503 701 001KLJUAN C TORRES	CARLOS TRUCKING INC	HC 025 BOX 55695
CAGUAS PR00725-9217USA	06/30/042002-2004	
031303 851 005K BRIAN LAPLANT	J.T'S HEATING OIL, INC	12 FLINT RD
CHARLTON MA01507- USA	06/30/032002-2003	
032503 001 006IKGARY B COLLINS	DART CONTAINER CORPORATION	PO BOX 546
LEOLA PA17540-0546USA	06/30/032000-2003	
032503 001 003JLRUSTY MCGRAW	INDY CROP CARE INC	BOX 347
INDEPENDENCE IA50644-0000USA	06/30/042001-2004	
032503 700 001KLSTEPHEN A BAKER	THE MINNESOTA CHEMICAL CO	2285 HAMPDEN AVE
SAINT PAUL MN55114-0000USA	06/30/042002-2004	
032503 002 001KLKENNETH L DAY	NEW FLYER USA	6200 GLENN CARLSON DRIVE ST
CLOUD MN56301-0000USA	06/30/042002-2004	
031003 851 003K HAROLD FRYER	VIG LUMBER CO	P.O.BOX 68
PEEVER SD57257-0068USA	06/30/032002-2003	
032403 002 001K MARK W BROWN	R BROWN INC	6716 RATTLESNAKE DRIVE
MISSOULA MT59802-0000USA	06/30/032002-2003	
032503 001 002J REBECCA STEINMANN	DAVID P STEINMANN TRUCKING	211 MILLER
HAMEL IL62046-0012USA	06/30/022001-2002	

032503 001 005K	MINGO BECK		EPPENDORF 5 PRIME INC	6135 GUNBARREL AVE STE 230
BOULDER	CO80301-0000	USA	06/30/052002-2005	
032503 001 004KL	ROBERT A MCDONALD		SUMMIT RESPIRATORY SERVICES	4740 FORGE RD STE 102
COLORADO SPRINGS	CO80907-0000	USA	06/30/042002-2004	
031303 851 001K	DONNIE ARTHUR		ARTHUR PROPANE, INC.	PO BOX 97
DES MOINES	NM88418-0000	USA	06/30/032002-2003	
090302 003 010K	BILLY W MGINNIS		CONTROL SERVICE CHEMICAL CORPORATION	PO BOX 1279
TOMBALL	TX77377-1279	USA	06/30/032002-2003	
020702 851 004J	CLYDE SPORTSMAN		C.A.S. TRUCKING	8116 SAN GABRIEL DR
LAREDO	TX78045-0000	USA	06/30/022001-2002	
030703 851 002K	MAURICE HUMPHREY		METRO COURIER CORP	P.O.BOX 95352
ATLANTA	GA30347-	USA	06/30/032002-2003	
032703 001 001KM	MOLA R WILLIAMS		BELL ADDITIVES INC	1340 BENNETT DRIVE
LONGWOOD	FL32750-0000	USA	06/30/052002-2005	
032703 001 002K	ROBERT C HOFFMAN		INTERPLASTIC MANUFACTURING CO	1225 WILLOW LAKE BOULEVARD
VADNAIL HEIGHTS	MN55110-5145	USA	06/30/032002-2003	
032703 001 003K	ROBERT C HOFFMAN		NORTH AMERICAN COMPOSITES CO	1225 WILLOW LAKE BOULEVARD
VADNAIS HEIGHTS	MN55110-5145	USA	06/30/032002-2003	
031803 851 001K	KEN HEISLER		HEISLER TRUCKING	1960 HAWAII RD
HUMBOLDT	KS66748-	USA	06/30/032002-2003	
032803 001 002IK	TODD MAYMAN		GANNETT SATELITE INFORMATION NETWORK	7950 JONES BRANCH DR
MCLEAN	VA22107-0000	USA	06/30/032000-2003	
032803 001 003IK	TODD MAYMAY		GANNET CO INC	7950 JONES BRANCH DR
MCLEAN	VA22107-0000	USA	06/30/032000-2003	
032403 005 003K	MALONE KNIGHT		M.K. TRUCKING	60744 SPLUNGE RD
GREENWOOD	MS38848-0000	USA	06/30/032002-2003	
020703 001 010K	MICHAEL GENTRY		MICHAEL GENTRY	1148 NW KENDALL ROAD
KINGSTON	MO64650-0000	USA	06/30/032002-2003	
032803 001 001JK	DOUGLAS SHUMWAY		MITSUBISHI CEMENT CORP	5808 STATE HWY 18
LUCERNE VALLEY	CA92356-0000	USA	06/30/032001-2003	
032503 550 012K	DARREN PUGH		N. SIMARD & FRERES INC	1210 ST EDOUARD ST
URBAIN	PQ00000-0000	CANADA	4K0 06/30/032002-2003	
032503 550 014KM	Keith Beuker		Keith's Hauling LTD	Box 1228
Melfort	SK00000-0000	CANADA	S0E 1A0 06/30/052002-2005	
033003 550 001KM	Glen Gray		GRAY'S HARVESTING LTD.	PO BOX 183
AYLSHAM	SK00000-0000	CANADA	S0E-0C0 06/30/052002-2005	
032503 550 007KL	Dave Ross		PWS Enterprises Ltd.	#10 - 19272 96th Ave.
Surrey	BC00000-0000	Canada	V4N-4C1 06/30/042002-2004	
021903 851 002K	PAUL CHITOLIE		CHITOLIE TRUCKING SERVICE	P.O. BOX 2738
KINGSHILL	VI00831-2738	ST. CROIX	06/30/032002-2003	
052302 700 012K	Albert Bruzzese		AMA TRANSPORTATION CO INC	28 PLANK ST
BILLERICA	MA01821-0000	USA	06/30/032002-2003	
033103 003 006KM	MICHAEL L SOMERS		FIABILA USA INC	114 IRON MOUNTAIN RD
MINE HILL	NJ07803-0000	USA	06/30/052002-2005	
033103 550 010IK	Robert P. Oliver		Bridge Fuel Oil Inc.	456 E. Market St.
Long Beach	NY11561-0000	USA	06/30/032000-2003	

033103 002 003IKHOWARD BROWN	REPUBLIC FIREWORKS AND DISPLAY LIMITED	2804 HOFFER ST
HARRIBURG PA17103-0000USA	06/30/032000-2003	
032703 550 005K Richard C. Powley	RCP Logistics, Inc.	300 Elmwood Avenue
Sharon Hill PA19079-0000USA	06/30/032002-2003	
033103 550 006K THOMAS W DEVINE	DOMO'S TRUCKING INC.	3932 OLD NORTH POINT ROAD
BALTIMORE MD21222-0000USA	06/30/032002-2003	
033103 003 005K ALEXANDER WILLIAMS	WILLIAMS FUEL OIL INC	1620 ATLANTIC AVE
CHESEPEAKE VA23324-0000USA	06/30/032002-2003	
033103 003 008KLCURTIS THORPE	CURTIS THARPE TRUCKING INC	3030 TOLLHOUSE RD
DRAKES BRANCH VA23937-0000USA	06/30/042002-2004	
032503 550 001K Patrick Malloy	Green River Group	1000 Green River Ave
Fairmont WV26554-0000USA	06/30/032002-2003	
032503 550 004K Amanda L. Picha	Classic Dyestuffs, Inc.	PO Box 2368, 301 Brentwood
StrHigh Point NC27261-0000USA	06/30/032002-2003	
033103 550 001K Walton Finch	Environmental Management Solutions, Inc.	312 Orville Wright Drive
Greensboro NC27409-0000USA	06/30/032002-2003	
033103 002 001IKCHRIS D MCKEEMAN	TRIMERIS INC	3518 WESTGATE DR
DURHAM NC27707-2553USA	06/30/032000-2003	
032803 550 001K Linda Temple	Douglas Temple & Son, Inc.	1273 Lynch's Corner Road
Elizabeth City NC27909-0000USA	06/30/032002-2003	
033003 550 002JKR. Wayne Willhelm	Express Only, Inc.	P.O. Box 19441
Charlotte NC28219-0000USA	06/30/032001-2003	
032603 550 001KLilar Woods	Jason Incorporated dba JacksonLea	P.O. Box 699
Conover NC28613-0000USA	06/30/042002-2004	
032803 550 002KMRUSSELL DEAS	FURNITURE DOCTOR INC	3323PEACHORCHARD RD
AUGUSTA GA30906-0000USA	06/30/052002-2005	
090701 007 023JKMartha Rodgers	United Transport, L.L.C.	PO BOX 388
EUTAW AL35462-0000USA	06/30/032001-2003	
033103 550 008K RICHARD MCNEILL	TLK TRANSPORTATION, LLC	14315 THOMAS KINSEY LANE
FOLEY AL36535-0000USA	06/30/032002-2003	
033103 002 005KLCHARLES C CHILDS	UNITED DRILLING & BLASTING INC	PO BOX 187
DUNLAP TN37327-0000USA	06/30/042002-2004	
033103 550 004K Jeff Brown	2EZ Cleaning Products, LLC	7704 Night Hawk Rd
Chattanooga TN37421-0000USA	06/30/032002-2003	
033103 003 007KLDANIELLE NIXON	OMNI DISTRIBUTION INC	PO BOX 171154
MEMPHIS TN38187-1154USA	06/30/042002-2004	
032703 550 002K Dianne R. Camp	3G Trucking, LLC	3268 Pleasant Hill Road
Nesbit MS38651-0000USA	06/30/032002-2003	
032703 550 006KLMICHAEL C WHELAN	M&T CARTAGE LLC	P.O. BOX 161117
LOUISVILLE KY40256-0000USA	06/30/042002-2004	
032803 550 004KLKEVIN M. EVANS	MULTI MODAL TRANSIT LLC.	850 DISTRIBUTION DR.
COLUMBUS OH43228-0000USA	06/30/042002-2004	

4.2. HAZMAT Registration Certificate Template (blank)

Attachment 2: Sample Certificate (blank)

UNITED STATES OF AMERICA
DEPARTMENT OF TRANSPORTATION
RESEARCH AND SPECIAL PROGRAMS ADMINISTRATION



HAZARDOUS MATERIALS CERTIFICATE OF REGISTRATION FOR REGISTRATION YEAR

Registrant:

This certifies that the registrant is registered with the U. S. Department of Transportation as required by 49 CFR Part 107, Subpart G.

This certificate is issued under the authority of 49 U.S.C. 5108. It is unlawful to alter or falsify this document.

Record Keeping Requirements for the Registration Program

The following must be maintained at the principal place of business for a period of three years from the date of issuance of this Certificate of Registration:

- (1) A copy of the registration statement filed with RSPA; and
- (2) This Certificate of Registration

Each person subject to the registration requirement must furnish that person's Certificate of Registration (or a copy) and all other records and information pertaining to the information contained in the registration statement to an authorized representative or special agent of the U. S. Department of Transportation upon request.

Each motor carrier (private or for-hire) and each vessel operator subject to the registration requirement must keep a copy of the current Certificate of Registration or another document bearing the registration number identified as the "U.S. DOT Hazmat Reg. No." in each truck and truck tractor or vessel (trailers and semi-trailers not included) used to transport hazardous materials subject to the registration requirement. The Certificate of Registration or document bearing the registration number must be made available, upon request, to enforcement personnel.

For information, contact the Hazardous Materials Registration Manager, DHH-60 Research and Special Programs Administration, U.S. Department of Transportation, 400 Seventh Street, SW, Washington, DC 20590, telephone (202) 366-4109.

4.3. HAZMAT Registration Certificate (Completed)

**UNITED STATES OF AMERICA
DEPARTMENT OF TRANSPORTATION
RESEARCH AND SPECIAL PROGRAMS ADMINISTRATION**



**HAZARDOUS MATERIALS
CERTIFICATE OF REGISTRATION
FOR REGISTRATION YEAR 2002-2003**

Registrant: GREIS OIL COMPANY
Attn: Marvin Lee Greis
PO Box 146
Boonville, MO 65233-0000

This certifies that the registrant is registered with the U.S. Department of Transportation as required by 49 CFR Part 101, Subpart G.

This certificate is issued under the authority of 49 U.S.C. 5105. It is unlawful to alter or falsify this document.

Reg. No: 070202 011 023K **Issued:** 07/03/02 **Expires:** 06/30/03

Record Keeping Requirements for the Registration Program

The following must be maintained at the principal place of business for a period of three years from the date of issuance of this Certificate of Registration:

- (1) A copy of the registration statement filed with RSPA; and
- (2) This Certificate of Registration.

Each person subject to the registration requirement must furnish that person's Certificate of Registration (or a copy) and all other records and information pertaining to the information contained in the registration statement to an authorized representative or special agent of the U.S. Department of Transportation upon request.

Each motor carrier (private or for-hire) and each vessel operator subject to the registration requirement must keep a copy of the current Certificate of Registration or another document bearing the registration number identified as the U.S. DOT Hazard Reg. No. in each truck and truck tractor or vessel trailers and semi-trailers not exclusively used to transport hazardous materials subject to the registration requirement. The Certificate of Registration or document bearing the registration number must be made available upon request to enforcement personnel.

For information, contact the Hazardous Materials Registration Manager, OPM-60 Research and Special Programs Administration, U.S. Department of Transportation, 400 Seventh Street, SW, Washington, DC 20590; telephone (202) 368-1109.

4. TASK

The requirement for Certificate printing and mailing support for the HAZMAT Registration Program includes the following activities:

- Receiving electronic data from the Volpe Center via e-mail or via modem (on week days when a certificate file is initiated by the Volpe Center and transmitted to the Contractor for printing).
- Merging electronic data into print image format for laser printing (on week days when there are certificates to print).
- Printing between 100 and 2,000 one page certificates in black ink (on week days when there are certificates to print).
- Folding the printed certificates to fit in a number 10, windowed envelope (on week days when there are certificates to print and mail).
- Inserting the certificates into the windowed envelope so that the recipient's name and address shows in the window, and sealing the envelope for mailing (on week days when there are certificates to print and mail).
- Imprinting the Volpe Center corner card and indicia (US Postal permit G-242) on the envelopes (on week days when there are certificates to mail).
- Delivering the mail to the Cambridge Post Office and dropping the mail at first class rate using Volpe Center's indicia (on week days when there are certificates to mail). As long as this process is followed, the postage cost will be transferred to the Volpe Center by the Post Office. This process will not require the expenditure of funds for postage by the Contractor. The Contractor will not be reimbursed for any postage if this process is not followed.
- Tracking the transactions received from the Volpe Center and itemizing the number of pieces delivered to the post office.

The Contractor shall print and mail 100% of the certificates for which electronic data is received within two (2) business days following receipt of the electronic file from the Volpe Center.

The Contractor shall test the processing and printing of 200 documents prior to going into production. Test data will be provided to the Contractor by the Volpe Center. Test certificates generated by the Contractor will be submitted to the Volpe Center for review and approval before actual documents can be generated in production.

5. DOCUMENTATION AND DELIVERABLES

General Deliverables

The Contractor staff will be responsible for maintaining logs of the number of electronic files received and the number of certificates printed/folded/mailed each day. This data will be provided to the Volpe Center in a monthly report.

6. SCHEDULE SUMMARY

The estimated period of performance for this task is from August 1, 2003 through October 31, 2004.

7. METHOD OF SOURCE SELECTION FOR AWARD

BASIS FOR AWARD – BEST VALUE

Award will be made to the source whose quote, conforming to the solicitation, is determined to offer the best value to the Government with concern to price

**UNITED STATES OF AMERICA
DEPARTMENT OF TRANSPORTATION
RESEARCH AND SPECIAL PROGRAMS ADMINISTRATION**



**HAZARDOUS MATERIALS
CERTIFICATE OF REGISTRATION
FOR REGISTRATION YEAR**

Registrant:

This certifies that the registrant is registered with the U.S. Department of Transportation as required by 49 CFR Part 107, Subpart G.

This certificate is issued under the authority of 49 U.S. C. 5108. It is unlawful to alter or falsify this document.

Reg. No:

Issued:

Expires:

Record Keeping Requirements for the Registration Program

The following must be maintained at the principal place of business for a period of three years from the date of issuance of this Certificate of Registration:

- (1) A copy of the registration statement filed with RSPA; and
- (2) This Certificate of Registration

Each person subject to the registration requirement must furnish that person's Certificate of Registration (or a copy) and all other records and information pertaining to the information contained in the registration statement to an authorized representative or special agent of the U. S. Department of Transportation upon request.

Each motor carrier (private or for-hire) and each vessel operator subject to the registration requirement must keep a copy of the current Certificate of Registration or another document bearing the registration number identified as the "U.S. DOT Hazmat Reg. No." in each truck and truck tractor or vessel (trailers and semi-trailers not included) used to transport hazardous materials subject to the registration requirement. The Certificate of Registration or document bearing the registration number must be made available, upon request, to enforcement personnel.

For information, contact the Hazardous Materials Registration Manager, DHM-60 Research and Special Programs Administration, U.S. Department of Transportation, 400 Seventh Street, SW, Washington, DC 20590, telephone (202) 366-4109.

**UNITED STATES OF AMERICA
DEPARTMENT OF TRANSPORTATION
RESEARCH AND SPECIAL PROGRAMS ADMINISTRATION**



**HAZARDOUS MATERIALS
CERTIFICATE OF REGISTRATION
FOR REGISTRATION YEAR**

Registrant: GREIS OIL COMPANY
Attn: Marvin Lee Greis
P.O. Box 146
Boonville, MO 65233-0000

This certifies that the registrant is registered with the U.S. Department of Transportation as required by 49 CFR Part 107, Subpart G.

This certificate is issued under the authority of 49 U.S. C. 5108. It is unlawful to alter or falsify this document.

Reg. No: 070202 011 233L

Issued: 07/03/02

Expires: 06/30/03

Record Keeping Requirements for the Registration Program

The following must be maintained at the principal place of business for a period of three years from the date of issuance of this Certificate of Registration:

- (1) A copy of the registration statement filed with RSPA; and
- (2) This Certificate of Registration

Each person subject to the registration requirement must furnish that person's Certificate of Registration (or a copy) and all other records and information pertaining to the information contained in the registration statement to an authorized representative or special agent of the U. S. Department of Transportation upon request.

Each motor carrier (private or for-hire) and each vessel operator subject to the registration requirement must keep a copy of the current Certificate of Registration or another document bearing the registration number identified as the "U.S. DOT Hazmat Reg. No." in each truck and truck tractor or vessel (trailers and semi-trailers not included) used to transport hazardous materials subject to the registration requirement. The Certificate of Registration or document bearing the registration number must be made available, upon request, to enforcement personnel.

For information, contact the Hazardous Materials Registration Manager, DHM-60 Research and Special Programs Administration, U.S. Department of Transportation, 400 Seventh Street, SW, Washington, DC 20590, telephone (202) 366-4109.